



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**  
Division of Child Development  
and Early Education

# Stabilization Grants: Recertification

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Education

## Overview for Child Care Providers

March 14 2022 | March 15 2022



# A Home for Learning



# Stabilization Grant Process

## CHILD CARE PROGRAMS

- Enter data in online portal
  - Initial application ✓
  - Monthly update ✓
  - Quarterly update ✓
  - 6-month Recertification

## STABILIZATION GRANTS

1 Fixed Costs & Families Grants

2 Compensation Support Grants

# **Recertification is REQUIRED for continued PAYMENT**

- **Current agreement is ending.**
- **Payment amount determined by Recertification information.**
- **Programs may change selection for Compensation Support funding during Recertification.**
- **Update your application for next quarterly payments**
- **All Programs must have submitted both quarterly updates and recertification to receive grant payment in April.**

# Recertification Period Opens Tuesday March 15

- **Recertification**

- Includes **Quarterly Updates** for Oct-Dec 2021 and Jan-Mar 2022
- Must submit all three to continue receiving grant funds

- **Key dates**

- Opens March 15 at 8:00 AM
- Closes April 4 at 5:00 PM

- **No Recertification = No grant money**

- **Programs that don't submit the required Recertification and Quarterly Updates will not receive grant funds beginning with the April 2022 quarterly payment.**

# What's New?

- No more Monthly Updates
- Quarterly Updates and Recertification available at the same time.
- On Quarterly Updates, enter approximate amount spent per category for Fixed Costs and Families Grant
- Blue green progress bar at top
- Ability to download or print submitted applications or Updates

Please [Click Here](#) to download a blank Staff Questionnaire document.  
This can be printed and used to collect staff information, manually, from the employees.

The screenshot shows a progress bar with ten steps: a green bar with a checkmark, 'Qtly Update Q1' (highlighted in blue), 'Qtly Update Q2', 'Recertification 1', 'Qtly Update Q3', 'Qtly Update Q4', 'Recertification 2', 'Qtly Update Q5', 'Qtly Update Q6', and 'Completed'. Below the progress bar is a section titled 'VI. Workforce Updates' with a question: '\* Have there been any changes to your workforce during the past month?'. A radio button labeled 'Yes' is selected.

# How to get around

- Look for the "Now open" message under the progress bar. Click *Next*.
- Complete the tasks as they are presented to you.
  - Oct-Dec 2021 Quarterly Update, if you haven't already submitted it.
  - Jan-Mar 2022 Quarterly Update
  - Recertification

Please [Click Here](#) to download a blank Staff Questionnaire document.  
This can be printed and used to collect staff information, manually, from the employees.

The screenshot shows a progress bar with nine steps: a green checkmark, 'Qtly Update Q1', 'Qtly Update Q2', 'Recertification 1', 'Qtly Update Q3', 'Qtly Update Q4', 'Recertification 2', 'Qtly Update Q5', 'Qtly Update Q6', and 'Completed'. The 'Qtly Update Q1' step is highlighted with a blue arrow and a mouse cursor. Below the progress bar is a message box with a purple border containing the text: 'Your Quarterly Update window for Quarter 1 (10/1/2021 - 12/31/2021) is now OPEN. Last Date to complete is 3/31/2022, 11:59 PM ET. Please click next to continue'. A blue 'Next' button is located at the bottom right of the message box.


✓ Qtly Update Q1 Qtly Update Q2 Recertification 1 Qtly Update Q3 Qtly Update Q4 Recertification 2 Qtly Update Q5 Qtly Update Q6 Completed

Your Quarterly Update window for Quarter 1 (10/1/2021 - 12/31/2021) is now **OPEN**.  
Last Date to complete is **3/31/2022, 11:59 PM ET**  
Please click next to continue

Next

# Getting around

- When you finish Quarterly Update, read the “Thank you” message and click *Finish* to move to your next task.



A horizontal progress bar with ten segments. The first two segments are green with white checkmarks. The third segment is blue with white text 'Qtly Update Q2'. The remaining seven segments are light gray with black text: 'Recertification 1', 'Qtly Update Q3', 'Qtly Update Q4', 'Recertification 2', 'Qtly Update Q5', 'Qtly Update Q6', and 'Completed'.

Thank you for Completing the Quarterly Updates for Quarter 2 (1/1/2022 - 3/31/2022)

Finish

# Getting around

- Once your Quarterly Updates have been submitted, begin the Recertification.

✓

✓

✓

Recertification 1

Qtly Update Q3

Qtly Update Q4

Recertification 2

Qtly Update Q5

Qtly Update Q6

Completed

Your Recertification window for the period (4/1/2022 - 9/30/2022) is now **OPEN**.

Last Date to complete is 4/4/2022, 5:00 PM ET

Please click next to continue

Next

- When you see the “Thank you” message after recertification, you’re done!

✓

✓

✓

✓

Qtly Update Q3

Qtly Update Q4

Recertification 2

Qtly Update Q5

Qtly Update Q6

Completed

Thank you for completing the North Carolina American Rescue Plan Stabilization Grant Application. Your Stabilization Grant Application has been received and no additional information is needed at the present time. Please note you should have received an email with PDF copies of your Stabilization Grant application and Terms and Conditions Document. Please retain these documents for future reference and proof of submission.

Note: If there are additional questions during an audit, a Customer Service Representative from DCDEE will contact you.

Your next Quarterly Update is on 7/1/2022, 12:00 AM

# Resources

- <https://ncchildcare.ncdhhs.gov/stabilization-grants>
  - Training recordings
  - Job Aids (step-by-step guides) for all grant-related tasks
- **Customer Support**



OR!

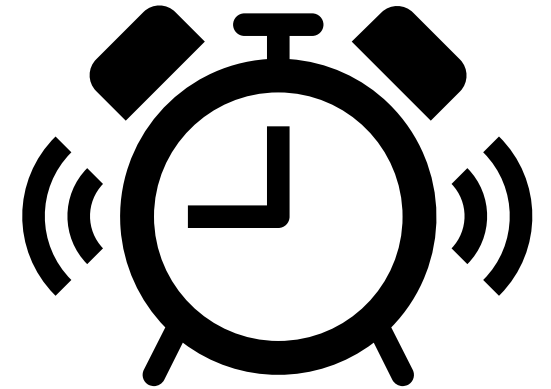



(919) 814-6300, select option 2

[DCDEE\\_support@dhhs.nc.gov](mailto:DCDEE_support@dhhs.nc.gov)

## Key Dates to Remember:

- Quarterly Updates and Recertification Due: **April 4, 2022**
- Available in Portal: **March 15, 2022**
- Next Payment: **Mid-April 2022**
- Next Quarterly Update: **July 1-7, 2022**
- Last Day to Spend Funds: **September 30, 2023**



A photograph of a baby sitting on a grey rug in a playroom. The baby is wearing a green and grey striped sweater and blue jeans, and is holding a pink ring toy in their mouth. In the background, there is a wooden grid with various cards and a bookshelf. In the foreground, there are wooden toys and alphabet blocks.

**Thank you** for raising  
North Carolina!